

SIMRAN WALIA (SIM)

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PROFILE

Proficient CAD drafter with excellent knowledge in software design and development. Proven ability to manage multiple projects and meet critical deadlines. I am well skilled in my job with 2 years of experience in the field. I would like to be given an opportunity to work in a renowned residential architectural firm to gain valuable hands on professional experience in my field of study as an employee.

SKILLS

- 5 years of experience using AutoCAD
- Ideal planning and time management skills
- Strong technical detailing skills
- Familiar with the Building Code
- Proven experience in delivering complete working drawing package
- Experience in working with 3D Modelling softwares such as Sketchup and Revit
- Knowledge of Rendering softwares such as Lumion and 3Ds Max
- Adobe Photoshop
- Basic knowledge of Microsoft Office
- Equally effective working independently and within teams

ACCOMPLISHMENTS

- Worked on various individual and group projects with my fellow students making use of my skills in designing and creativity, CAD and showed outstanding results in the above.
- Worked on design plans and room layouts for Holiday Inn Hotel in Toronto. Worked on various individual and group projects with my fellow students making use of my skills in CAD, designing and creativity and showed outstanding results in the above.

EXPERIENCE

K Paul Architect (May 07, 2018 - Present) Oakville, Ontario
Architectural Technologist for the TJX Team (Winner, Marshalls and Homesense)

- Prepare preliminary working drawings from preliminary drawing sketches.
- Assist with managing various construction projects (for both renovations and shell projects) .
- Working under supervision of a project manager or senior-level team member.
- Deliver complete working drawing packages and meeting critical deadlines.
- Applying the Ontario Building Code and other building standards to the work being

done.

- Experience and knowledge in issuing change orders and addendums.
 - Attend project coordination and meetings with internal team members.
 - Perform all other related tasks that will help accomplish the project.
 - General administrative work (such as preparing and updating Excel templates).
- Also produced working drawings for other projects such as Tim Hortons and Wendy's.

EDUCATION AND TRAINING

Sheridan College Institute of Technology and Advanced Learning

(Fall 2015 – Winter 2018)

Advanced Diploma in Architectural Technology

*References available upon request.